

Academy Advisors, Inc.
3501 Holiday Dr., Suite 104
New Orleans, LA 70114
504-361-6014

*Rec'd
2/16/22
JMM*

02/14/2022

Ethics Adjudicatory Board
Attn: Executive Secretary of the Louisiana Board of Ethics
P.O. Box 4368
Baton Rouge, LA 70821

Lobbyist ID LB000930

Dear EAB,

My name is Lisa Thiel and I am Mr. Francis Heitmeier's Administrative Assistant. I was hired on February 1, 2021. The reason I was hired was because Mr. Heitmeier's previous Administrative Assistant resigned due to 3 immediate family member deaths. She was here for 12 years. Before she left she made a book on how to run the office. It is a great book and she did the best she could under the situation she was in. Unfortunately, she left out the Annual Lobbyist Registration Form that needs to be completed every year. I have always sent the Monthly Report within the 1st week of the month. On February 1, 2022 I attempted to do the Monthly Report for January 2022 but there was not a button for 2022. I was confused and Mr. Heitmeier has been in and out of town on business since January 2022. I sent a message to La. Board of Ethics on February 1. I received a response that I did not do the annual report. I called Andrea Millet's office for help because it was my first time filling out the report and submitting the report via internet transmitting. I was walked through it and paid the \$220 fee. This was all completed the morning of February 2, 2022. I did receive an email about the annual report but when I read "If you previously submitted an electronic Lobbying affidavit prior to, or in 2021, you do not need to submit another affidavit". I thought since I had been doing the monthly reports that they were the prior report. I miss understood. I would have never missed this report if I had known. I certainly would have never wanted to have Mr. Heitmeier lose \$1300 on penalties. I felt so bad. Mr. Heitmeier was very nice about it but, I still felt bad. If I just would have known a day sooner this would have never happen. That is why I am writing the letter and not Mr. Heitmeier. I was the one who realized a day late that this had to be done. I am asking if the \$1300 could be forgiven. I sent a \$1300 check to cover the penalty.

Thank you in advance for your consideration,

Lisa Thiel

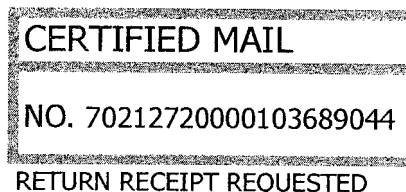
Lisa Thiel
Administrative Assistant to Francis Heitmeier



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS
P. O. BOX 4368
BATON ROUGE, LA 70821
(225) 219-5600
FAX: (225) 381-7271
1-800-842-6630
www.ethics.la.gov

February 3, 2022

MR. FRANCIS C HEITMEIER
3501 HOLIDAY DRIVE, SUITE 104
NEW ORLEANS, LA 70114



**RE: Late Fee Assessment
2022 Registration**

Dear MR. HEITMEIER:

Enclosed is an Order of the Louisiana Board of Ethics assessing late fees pursuant to La. R.S. 42:1157, for the late filing of a required registration report. Please submit a check or money order in the amount of \$1,300 payable to the Treasurer of the State of Louisiana to Post Office Box 4368, Baton Rouge, LA 70821.

You have 20 days from the receipt of this letter to submit payment or dispute this assessment. To dispute this assessment, you may elect to do either or both of the following:

1. *You may request a waiver of the late fee to the Louisiana Board of Ethics.*
If you submit a request for a waiver to the Board of Ethics, you should include specific details, along with documentation to support, as to why, in your opinion, you have good cause as to why your report was not timely filed and the late fee should be waived. Also, if you would like to appear before the Board of Ethics in connection with your request, you should state that in your letter. If you request an appearance, you will be notified of the place and time prior to the meeting. The request should be submitted to the attention of the Board of Ethics at the following address: P. O. Box 4368, Baton Rouge, LA 70821 or fax at (225) 381-7271. If the Board declines to waive your late fee, you have the right to appeal the assessment thereafter to the Ethics Adjudicatory Board.
2. *You may request an appeal of the late fee to the Ethics Adjudicatory Board (EAB).*
If you choose to request an appeal of the late fee to the EAB, you should submit your request to the attention of the Executive Secretary of the Louisiana Board of Ethics at P.O. Box 4368, Baton Rouge, LA 70821 or fax at (225) 381-7271.

If you do not pay or dispute the assessment of the late fee, a lawsuit will be filed in the 19th Judicial District Court to pursue the collection of the late fee. If we are required to file suit to collect the amount owed, you may be responsible for all additional costs incurred.

Sincerely,

LOUISIANA BOARD OF ETHICS

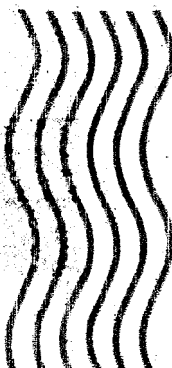
Andrea Millet

Enclosure

Academy Advisors, Inc.
Lisa Thiel
3501 Holiday Dr.
Suite 104
Metairie, LA 70114

NEW ORLEANS LA 700

15 FEB 2022 PM 1 L



Ethics Adjudicatory Board
Attn: Executive Secretary of the Louisiana Board
of Ethics
P.O. Box 4368
Baton Rouge, LA 70821

70821-4368

